

REQUEST FOR PROPERTY CLASSIFICATION/PROPERTY MANUFACTURER CODES

DATE: _____

TO: Chief, Property Accountability Section, PPB
Building 13, Room 2E65

FROM: _____
Telephone Number: _____
Fax Number: _____

SUBJECT: Request for Property Classification/Property
Manufacturer Code

☐ It is requested that a property classification code be issued for the
following item:

Description: _____

Acquisition Price: _____

Assigned Code: _____

☐ It is requested that a property manufacturer code be issued for the
following manufacturer:

Name: _____

Assigned Code: _____

Send this form to Chief, Property Accountability Section, PPB, Building 13, Room 2E65
or via the FAX 496-8428.

The codes requested will be issued and returned to you. Please indicate your fax
number for use in confirmation.

FOR PPB USE ONLY: Entered By: _____

Date: _____